

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
March 10, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, March 10, 2021, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, John Zimmerman, and Michael Bailey, Planning and Zoning Administrator Susan Hauver, Communications Specialist Samantha Fowle, Public Works Director Joseph Birch, Town Manager Sean Williams, and 5 citizens. Commissioner Michael McNiesh joined the meeting via phone. The meeting was also streamed on Facebook Live.

The meeting was called to order with the Pledge of Allegiance and a prayer requesting the best for the decisions being made that night for the Town of Walkersville.

1. MINUTES

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to approve the Town meeting minutes of February 24, 2021. The motion passed by a vote of 4-0.

Burgess Weddle discussed a summary of the Closed Meeting Minutes held February 24, 2021.

Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to approve the closed Town meeting minutes of February 24, 2021. The motion passed by a vote of 4-0.

2. CODE ENFORCEMENT UPDATE

Town Manager Williams announced the hiring of Rick Mercer as the new Code Enforcement Officer. Mr. Mercer started last week and was able to train with retiring Officer Donny Strawsburg.

3. CLEANING SERVICE UPDATE

Manager Williams advised that no bids were received for the Town Hall and Manor House Cleaning Contract. The current company (Mitchell's Property Service Company) has offered to renew the current contract at the same rate of \$1054.75 per month. There will be a need to address some concerns regarding the quality of the job being performed. Additional discussion involved offering a shorter contract time and potentially terminating the contract if expectations are not met.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to renew the cleaning contract for \$1054.75 per month. The motion passed by a vote of 4-0.

4. YARD WASTE STARTING

Burgess Chad Weddle announced that yard waste pick up has begun for the year and will occur every Thursday. Burgess Weddle, Commissioner Michael Bailey, and Commissioner Mary Ann Brodie-Ennis reminded everyone of the rules of what can and can not be set out. Please set yard waste out the night before it is to be picked up.

5. REAPPOINTMENT TO PLANNING COMMISSION

Burgess Chad Weddle announced Planning Commission Board Member Ray Santullo's term is expiring and his desire to remain on the board. Burgess Weddle recommended the reappointment of Mr. Santullo to the Planning Commission.

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to reappointment Ray Santullo to the Planning Commission. The motion passed by a vote of 4-0.

6. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to pay the bills submitted for the time period. The motion passes 4-0.

7. CHAD UPDATES, STAFF COMMENTS, COMMISSIONER CONCERNS

Public Works Director Joseph Birch advised everyone of several projects being completed by public works staff:

- The barbed wire had been removed from the fencing at Heritage Park. The gate to the fenced area will be left open on a trial basis to allow GVAA parents to park closer to the lacrosse fields. The gate to the park will still be locked at night.
- The new ADA installation at Longley Green was started and thermal striping will be placed in the road once the work is completed.
- The dumpster at Heritage Park was moved closer to the new Heritage building.
- The unsafe bridge at Heritage Park was removed on Monday.
- There are several small jobs being completed at the new Heritage building prior to it being opened.
- The stairs outside of Town Hall will be painted with a non-slip material in the near future
- ECM contacted Director Birch advising Biggs Ford road will be repaved in early April
- Dir. Birch is waiting on approval for installation of 700 feet of a new walking path at Heritage to join existing paths rerouting away from the old bridge that was removed. Commissioner Mary Ann Brodie-Ennis requested Director Birch look at a path near the baseball field and possibly fixing it while working on the new path.
- The garden plots at Heritage Park are being tilled in preparation for planting. Commissioner Tom Gilbert asked if the plots can start being used.

Burgess Chad Weddle advised there was a recent discussion about potentially changing the Town Code requiring citizens to move vehicles off the road when there is 2 inches or more of snow and increasing that amount to 4 inches or more of snow.

Burgess Weddle requested everyone keep Sherrie Kline in their thoughts and prayers as she has recently been ill.

Burgess Weddle advised of a possible parade for the Senior Class of 2021. More information will follow.

Burgess Weddle advised of a petition received by the Town requesting sidewalk improvement. When complaints are received by the Town, Code Enforcement is sent out to issue citations that violate Town Code. Burgess Weddle's plan is to replace sidewalks as roads are also being replaced and funds will be allocated to do so in the upcoming budget. There was an extended discussion to develop a consistent plan to address both small issues and larger projects. Damage caused by the homeowner should require that homeowner to pay for the replacement. Potential changes to Town Code were discussed and will be reviewed.

Planning and Zoning Administrator Susan Hauver discussed the highlights from the Planning meeting the previous night. The Town website will be updated with some of the new information and future meeting topics.

Town Manager Sean Williams requested any information for who damaged a light pole at MD 194 and Deer Run Road.

There was a discussion regarding the previously requested financial reports for both the general fund and water fund, focusing on costs involving the new water plant. Concerns were raised regarding the funds being generated by water usage and the need to raise rates in the future. Commissioner Michael Bailey raised concerns about the discharge fees being paid to Frederick County and inquired about the possibility of building a micro water/sewer treatment facility. Commissioner Tom Gilbert also inquired

about the overages for the CIP/Water Treatment Plant Construction of almost \$600,000. Manager Williams confirmed the costs were overages but would confirm the amount.

Communications Specialist Samantha Fowle advised everyone of the new camera system installation.

Commissioner Michael McNiesh thanked the Planning Commission and Administrator Hauver for all their hard work.

Commissioner Tom Gilbert thanked the Frederick News-Post for the article written about a sixth Trooper being added to the Town's Resident Trooper program.

Commissioner Gilbert inquired if GVAA will be assisting with electrical payments at the new Heritage Building and expressed a desire to have the organization pay some money towards those bills. Commissioner Mary Ann Brodie-Ennis advised GVAA has expressed concerns about paying money towards the electricity bill.

Commissioner Gilbert asked about the progress of the sidewalks along Biggs Ford Road near Kenneth Drive. Burgess Chad Weddle advised the Town is in the process of having those concerns addressed.

Commissioner John Zimmerman advised there is a large pothole on Clinton Street near George Street. Dir. Birch advised they will address the issue in the morning.

Commissioner Michael Bailey advised he would be interested in working with Burgess Weddle in working on the new policy involving the sidewalks.

Commissioner Mary Ann Brodie-Ennis advised of a tour involving GVAA of the new Heritage Building the previous weekend.

Commissioner Brodie-Ennis advised the Park Commission is interested in addressing the basketball court and playground equipment at Creamery Park. Commissioner Brodie-Ennis will be meeting with Town Staff Friday at Creamery to discuss potential ways to improve the basketball court.

Commissioner Brodie-Ennis discussed the Heritage Building usage agreement with GVAA. Numerous questions were raised how best to address several concerns including usage by Town citizens, usage by non-citizen for-profit groups, electricity billing, and potentially having the building be an exclusive GVAA facility. Burgess Weddle suggested potentially adding a line item in the budget to assist with some costs. Concerns will be discussed and revisited in the near future.

8. PUBLIC COMMENTS AND CONCERNS / WATERSHED UPDATE

There were no public concerns.

ANNOUNCEMENTS (unless changed/cancelled due to Gov. Hogan/CDC recommendations):

- Tues., March 23, 7:30 – Planning Meeting
- Weds., March 24, 7:30 – Town Meeting
- Weds., March 24 – Water Disconnects
- Fri., April 2 – Good Friday – OFFICE CLOSED
- Tues., April 6, 7:30 – Board of Appeals (if needed)
- Weds., April 7, 7:30 – Parks Meeting
- Tues., April 13, 7:30 – Planning Workshop
- Weds., April 14, 7:30 – Town Meeting
- Tues., April 27, 7:30 – Planning Meeting
- Weds., April 28, 7:30 – Town Meeting

Burgess Weddle requested a closed meeting regarding staffing issues, consult with staff about pending or potential litigation, and to discuss public security/cyber security.

Commissioner Michael Bailey motioned seconded by Commissioner Mary Ann Brodie-Ennis to have a closed meeting. The motion passed 4-0.

Meeting adjourned at 8:40 p.m.

Sean Williams, Town Manager